

**Constitution**  
**Southeastern Community Youth Association, Inc.**  
**Organized as a not-for-profit organization under the laws of the State of Ohio**  
**Version 1, Adopted 12/7/2025**

**ARTICLE I – NAME**

The name of the organization shall be: Southeastern Community Youth Association, Inc. (hereinafter referred to as the “SCYA”).

**ARTICLE II – LOCATION**

The place in Ohio where its principal office is located is South Charleston, Clark County.

**ARTICLE III – PURPOSE**

The purpose of the corporation is exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code and herein stated as follows or amended.

The SCYA shall be organized to operate and supervise a baseball and softball program for the benefit of eligible participants, which shall be designed and conducted in such a manner as to maximize and promote participation and active recreational experiences under the rules and regulations to that end.

The SCYA shall operate a baseball and softball program in conjunction and agreement with other baseball and softball programs or leagues in order to provide for the maximum participation and benefit of its participants.

The SCYA shall have the ability to buy, own, sell, lease, exchange and otherwise deal in lands and real estate generally consistent with the purpose to exist and function for the sole exclusive benefit of its participants.

The SCYA shall have the ability to purchase, lease and otherwise acquire equipment and paraphernalia of all types and descriptions to be used in connection with and/or furtherance of the general program.

The SCYA shall have the ability to raise funds, perform functions, and carry on activities of any kind and all types which are incidental and related to such fundraising and which are consistent with the organization's non-profit nature.

The SCYA shall have the ability to engage in any other activity, function, or transaction in which a not-for-profit organization may engage under Ohio law which, in the opinion of its Board of Trustees, is necessary to accomplish its purpose.

**ARTICLE IV – STATEMENT OF POLICY**

It shall be the policy of the SCYA to conduct its activities so that the physical and moral welfare of the young people for whose benefit it is organized shall remain paramount, and all matters of policy shall be determined on that basis.

No person who is a member of or who is employed by or who is connected in any way with the SCYA shall receive financial benefit beyond the reasonable value of the services in carrying out the purpose for which the SCYA has been organized.

In order to secure suitable and adequate financial backing to carry out the purpose of the SCYA, it shall be the policy of the SCYA to permit only such sponsors who are interested in the SCYA as a means of contributing to the welfare of young people.

It shall be the policy of the SCYA to prohibit any direct advertising of alcoholic beverages or tobacco products in connection with the SCYA or any of its programs.

No substantial part of the activities of the SCYA shall be carrying on of propaganda, or otherwise attempting to influence legislation, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

**ARTICLE V - PARTICIPATION**

To determine eligibility for participation, the geographic boundary of the SCYA shall coincide with the geographic boundary of the Southeastern Local School District. Persons who reside within the boundary of the SCYA are eligible to apply for participation.

Persons who do not reside within the boundary of the SCYA are eligible to apply for participation:

- a. If the person attends a school within the boundary of the SCYA.
- b. If a parent or legal guardian resides within the boundary of the SCYA.
- c. If a parent or legal guardian works within, or is employed by a business within, the boundary of the SCYA.
- d. If an exception to allow participation is granted by a majority vote of the SCYA Board of Trustees and approval by the baseball and/or softball programs or leagues that the SCYA is participating in.

All eligible persons who wish to participate as players must also meet age and other requirements established by the SCYA and the baseball and/or softball leagues that the SCYA is participating in. All participants must also abide by all rules of the SCYA and the baseball and/or softball programs or leagues in order to remain eligible to participate.

**ARTICLE VI - BOARD OF TRUSTEES**

The Board of Trustees (hereinafter referred to as the "Board") shall be composed of persons elected by the Voting Members of the SCYA (see Article VIII below) at an annual or special meeting. Persons elected to the Board shall be for the terms and/or in the manner provided for in the By-Laws of the SCYA.

**ARTICLE VII - OFFICERS**

The officers of the SCYA shall consist of a President, Secretary, and Treasurer. An officer or trustee of the Board shall be elected Vice President by the officers no later than the next regular Board meeting after the annual meeting or special meeting to elect officers and trustees.

Any person may hold any two or more offices and perform the duties thereof, except that an officer may not hold two officer positions.

**ARTICLE VIII - VOTING MEMBERS**

The persons entitled to vote at an annual meeting or special meeting of the SCYA, as defined in the SCYA By-Laws shall be:

- a. All current Board of Trustees/members of the Board.
- b. All non-Trustees who are or were volunteer staff members appointed by the Board for SCYA programs during the twelve months immediately prior to such meeting.
- c. Every Head Coach from all teams in SCYA programs during the twelve months immediately prior to such meeting.

In accordance with the principle of equality of members, no individual shall be entitled to more than one vote, even though a person may qualify to vote under more than one classification of Voting Member as described above.

When a Head Coach cannot represent a team at an annual or special meeting, that Head Coach may appoint an Assistant Coach or a representative from the parents of players on the team to vote in the place of the Head Coach. When a person is a Head Coach of more than one team, that Head Coach may vote on behalf of one of the teams and appoint an Assistant Coach or a representative from the parents of players on the other team to vote in the place of the Head Coach for such team.

**ARTICLE IX - GOVERNMENT**

The government of the SCYA shall be under the direct supervision of the Board.

The Board shall have the power to purchase or otherwise acquire for the SCYA any property, right or privilege at such price or consideration and upon such terms as the Board may deem, in its sole discretion, appropriate in the circumstances.

The Board shall have the power to appoint, remove or suspend officers, Trustees, Head or Assistant Coaches, and any volunteers and/or agents.

The Board shall have the power to determine the duties of officers, Trustees, Head or Assistant Coaches, and any volunteers and/or agents.

The Board shall have the power to delegate any of its powers, authority and/or responsibility to any of the SCYA's officers, standing committees, special committees or other agents, persons or entities chosen by the Board, with any powers as the Board may see fit to grant; however, all actions taken pursuant to such delegation are subject to review and a majority approval by the Board.

The Board shall have the power to do, cause or take any action in any SCYA matter on behalf of the SCYA, by whatever means in its sole discretion is deemed appropriate in the circumstances.

All rules governing the play of baseball and softball, the legality of players and related questions shall be in accordance with the rules and regulations adopted by the Board.

#### **ARTICLE X - INDEMNIFICATION**

The SCYA shall indemnify each Trustee, officer, volunteer or employee, each former Trustee, officer, volunteer or employee, and each person who is serving or has served at its request as a Trustee, officer, volunteer or employee of another entity, against expenses, judgments, decrees, fines, penalties and amounts actually incurred or paid in connection with the defense, settlement or adjudication of any pending or threatened claim, action, suit or proceeding, criminal or civil, to which that person is or may be made a party by reason of being or having been such Trustee, officer, volunteer or employee, provided that a determination is made by the Board that: (a) the person was not and has not engaged in gross negligence or willful misconduct in the performance of the person's duty to the SCYA; (b) the person acted in good faith in what the person reasonably believed to be the best interests of the SCYA; and (c) in any matter the subject of a criminal claim, action, suit or proceeding, the person had no reasonable cause to believe that the person's conduct was unlawful. The determination of whether indemnification shall apply with respect to each claim, action, suit or proceeding shall be made by: (i) a majority of Trustees of the SCYA acting at a meeting at which a quorum consisting of Trustees who are not parties to or threatened with such claim, action, suit or proceeding is present and on which determination only such Trustees vote; or (ii) independent legal counsel in a written opinion, if such quorum cannot be obtained to vote on such indemnification, or, even if obtainable, a majority of the Trustees qualified to vote so direct. The termination of any claim, action, suit or proceeding upon a plea of nolo contendere or its equivalent shall not, of itself, create a presumption that any Trustee, officer, volunteer or employee did not act in good faith in what the person reasonably believed to be in the best interests of the SCYA or had reasonable cause to believe that the person's conduct was lawful. Expenses incurred by any person in defending any claim, action, suit or proceeding may be paid by the SCYA in advance of the final disposition of such claim, action, suit or proceeding as authorized by the Board in the specific case upon receipt of an undertaking by or on behalf of such person to repay such amount unless it shall ultimately be determined that the person is entitled to be indemnified by the SCYA. The indemnification provided herein shall not be deemed exclusive of any other rights to which those seeking indemnification may be entitled under any regulation, bylaw, agreement, insurance purchased by the SCYA, vote or otherwise, or of any other indemnification which may be granted to any person apart from this provision and shall continue as to a person who has ceased to be a Trustee, officer, volunteer or employee and shall inure to the benefit of the heirs, executors, administrators of such a person.

#### **ARTICLE XI - BY-LAWS**

Any By-Laws consistent with this Constitution, embodying additional provisions for the government of the SCYA, may be adopted and may be amended by the Board.

**ARTICLE XII - DISSOLUTION/MERGER**

The SCYA may be dissolved or may be merged with another not-for-profit entity only by a two-thirds majority of the Voting Members present at an annual meeting, or special meeting called for that purpose.

Upon the dissolution of the SCYA, the Board, after paying or making provision for the payment of all of the liabilities of the SCYA, shall dispose of all of the assets of the SCYA exclusively for the purposes of the SCYA in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations determined by the Internal Revenue Service. Any such assets not so disposed shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located.

**ARTICLE XIII - AMENDMENTS**

This Constitution may be amended only by a two-thirds vote of the Voting Members in attendance, a quorum being present, at the annual meeting, or a special meeting called for that purpose.

**BY-LAWS**  
**of**  
**SOUTHEASTERN COMMUNITY YOUTH ASSOCIATION, INC. ("SCYA")**  
**Organized as a not-for-profit corporation under the laws of the State of Ohio**  
**Version 1, Adopted 12/7/2025**

**ARTICLE 1 - MEETINGS AND VOTING**

- 1.01** The SCYA shall hold an annual meeting at such place and time as shall be determined by the Board of Trustees ("Board"). Notice of time and place of such annual meeting shall be made known to the Voting Members of the SCYA through publication and/or individual mailings not less than 10 days prior to the date of the meeting.
- 1.02** Special meetings of the SCYA may be called by the President, a majority of the Board, or by petition of 10 percent of the Voting Members of the SCYA. If the meeting is required by petition, the petition shall be presented to the Secretary at least 20 days prior to the requested date of the meeting. Notice of time and place of special meetings of the SCYA shall be made known to the Voting Members of the SCYA not less than five days prior to the date of the meeting.
- 1.03** At each annual or special meeting of the SCYA, every eligible member present shall be entitled to vote. There shall be no proxy voting. A majority of those present, and eligible to vote, shall be required for election.
- 1.04** The presence of one-third of eligible voting members shall be required to constitute a quorum for the transaction of business at any annual or special meeting of the SCYA.
- 1.05** Eligible voters are those described as Voting Members in Article VIII of the Constitution of the SCYA.

**ARTICLE 2 - ELECTION OF TRUSTEES**

- 2.01** The Board shall be composed of a maximum of 12 members, and shall be elected at an annual or special meeting of the eligible Voting Members. Up to 12 trustees may serve as:

President (officer and trustee)  
Secretary (officer and trustee)  
Treasurer (officer and trustee)  
Baseball Program Director (trustee)  
Softball Program Director (trustee)  
Sponsorships Director (trustee)  
Public Relations/Special Events Director (trustee)  
Concession Director (trustee)  
Equipment/Purchasing Director (trustee)  
Registration Director (trustee)  
Volunteers Director (trustee)  
Umpire Director (trustee)

The term of office for an officer elected by the Voting Members shall be two (2) years, beginning on the first day of December following the annual or special meeting that the election took place.

The term of office for a trustee elected by the Voting Members shall be one (1) year, beginning on the first day of December following the annual or special meeting that the election took place.

**2.02** In order to be nominated or elected to the Board as an officer, a person shall have served the SCYA:

- a. As a Head Coach for a minimum of two (2) playing seasons; or
- b. As a volunteer (assisting and/or working with an officer or trustee) for the SCYA for a minimum of two (2) playing seasons.

In order to be nominated or elected to the Board as a trustee, a person is not required to have served the SCYA as a Head Coach or volunteer.

All persons serving as SCYA officers or trustees shall also be eligible for nomination and election as a non-officer trustee and, if elected, may serve in more than one capacity.

Any person who is suspended or barred from participation in the SCYA may not be nominated and shall not be allowed voting privileges until reinstated by the Board.

**2.03** At an annual meeting, the following order of business shall be followed for election of Trustees:

- a. The Voting Members shall be advised of a Trustee's general responsibilities and areas of responsibility needing to be filled.
- b. Nominations for specific officers or specific Trustees shall be accepted from the floor, and the election of the officers and/or Trustees shall be conducted. The nominees who receive the largest number of votes shall be elected as the officer or Trustee, subject to their acknowledgment and acceptance of their election.
- c. The Trustees and their offices shall be announced.

**2.04** No later than the next regular meeting of the Board following an annual meeting, the Board shall elect a Vice President, who shall be an officer or Trustee other than the President. The Vice President shall serve in this capacity in addition to that person's other duties as an officer or Trustee.

**2.05** Any Trustee may resign at any time by giving written notice to the President or Secretary. Such resignation shall take effect at the time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**2.06** In the event of death, resignation, or inability to serve as a Trustee or officer, vacancies in the Board may be filled by a majority vote of the remaining Trustees, even though there be less than a quorum of the entire number of Trustees constituting a full Board. If a vacancy is among those Trustees elected by the Board, the new Trustee shall serve until the end of the term being filled. If a vacancy is among those Trustees elected by the Voting Members, the new Trustee shall serve until the next annual meeting, at which time a Trustee shall be elected to fill the remaining term by the group in which the vacancy has occurred.

**2.07** In the event that a Trustee serves in more than one Board office and/or position, the Board may elect an additional Trustee or additional Trustees to achieve no more than the maximum number of Trustees allowed by these By-Laws. If an additional Trustee is elected to serve as a Trustee elected by the Board, the new Trustee shall serve until the end of the term being filled. If an additional Trustee is elected to serve as a Trustee elected by the Voting Members, the new Trustee shall serve until the next annual meeting, at which time a Trustee shall be elected to fill the remaining term by the group in which the vacancy has occurred.

### **ARTICLE 3 - BOARD OF TRUSTEES**

**3.01** The Board shall meet regularly, normally on a monthly basis, at such time and place as is determined by the President. Special meetings of the Board may be called by the President, or by the Secretary, upon receipt of the written request of at least three members of the Board.

**3.02** A minimum one-half of the Trustees shall constitute a quorum in all matters, unless specified otherwise in the Constitution and By-Laws of the SCYA.

**3.03** The Board shall approve all SCYA contracts, coaching and volunteer appointments, hiring and release of employees, lists of vendors, and retention of services by independent contractors.

### **ARTICLE 4 - DISCIPLINE**

**4.01** The Board shall have the authority to suspend, remove or otherwise discipline any officer or Trustee, either with or without cause, whose conduct or performance of duties is considered detrimental to the best interests of the SCYA. Any such action must be by a two-thirds vote of the other Trustees.

The Board shall have the authority to suspend, remove or otherwise discipline any coach, player, umpire, volunteer, parent or other person, either with or without cause, whose conduct or performance of duty is considered detrimental to the best interests of the SCYA. Any such action must be by a majority vote of the Trustees.

**4.02** Any adult (a person 18 years of age or older) who is suspended, removed or otherwise disciplined by the Board or its representatives, shall have the right to appeal such action before a majority of the Trustees at a regular meeting or special meeting called for that purpose.

**4.03** A parent or legal guardian of any child (a person 17 years of age or younger) who is suspended, removed or otherwise disciplined by the Board or its representatives, shall have the right to appeal such action before a majority of the Trustees at a regular meeting or special meeting called for that purpose.

## **ARTICLE 5 - FINANCIAL POLICY**

**5.01** The Board shall decide all matters pertaining to the finances of the SCYA and shall conduct the financial affairs of the SCYA in a sound, business-like manner.

**5.02** To equalize the benefits of the SCYA for all participants, solicitation of funds shall be for the treasury of the SCYA and contributions to individuals, teams or specific SCYA playing divisions shall not be allowed.

**5.03** The Board shall institute policy relative to the preparation and acceptance of an annual budget, periodic and annual presentation of financial reports, and internal review of the books of the SCYA.

## **ARTICLE 6 - DUTIES OF OFFICERS AND TRUSTEES**

### **6.01 The President shall:**

- a. Preside at all meetings of the Board and the SCYA.
- b. Serve as the Chief Executive Officer of the SCYA.
- c. Act as the SCYA's primary liaison with the Village of South Charleston, the Southeastern Local School District, and the South Charleston Community Park, as well as major financial sponsors.
- d. Lead and supervise the securing and maintaining fields for the SCYA programs including but not limited to the following: Work with appropriate personnel of the Southeastern Local School District, South Charleston Community Park, and Yamada NA; If necessary, negotiate contracts for such field usage and present them to the Board for approval; Work with appropriate personnel of the South Charleston Community Park and the Southeastern Local School District, and vendors approved by the Board to develop and implement a maintenance program and general use of fields by the SCYA; Work with these entities and vendors to assure that there are adequate additional facilities, such as restrooms, for the use of all participants in SCYA programs. Recruit volunteers to help with these.
- e. Serve as an ex-officio member of all standing and special committees.
- f. Only vote if there a tie of a vote by the Board.
- f. Perform such other duties as are normally associated with the office of President.

### **6.02 The Vice-President shall:**

- a. Preside at meetings in the absence of the President.
- b. Otherwise assist the President in the performance of the President's duties.

### **6.03 The Secretary shall:**

- a. Have custody of the Constitution and By-Laws and all other records of the SCYA.
- b. Keep an accurate record of the meetings and other activities of the SCYA and the Board.
- c. Lead and supervise the registration of players including but not limited to the following: Develop and supervise the publication and distribution of all registration materials needed by the SCYA, as approved by the Board; Develop, organize, and supervise all regular and late in-person registration sessions, including receipt of all registration materials and the recording and deposit of all fees; Maintenance of listings of players/participants and coaches through the SCYA databases or otherwise. Recruit volunteers to help with these and any other player/participant registration duties.
- d. Be responsible for all correspondence on behalf of the SCYA.
- e. Maintain the SCYA calendar of activities, including games and practices.
- f. Serve as Chair of the SCYA Rules Committee.
- g. Be responsible for the reservation of all meeting facilities.

**6.04 The Treasurer shall:**

- a. Receive and disburse all funds with the approval of the Board.
- b. Keep an accurate accounting of all funds received and disbursed for the SCYA.
- c. Submit a financial report at all regular meetings and at such other times as may be requested by the President; and compile an annual report of SCYA finances.
- d. Serve as Chair of the Finance Committee.
- e. Provide to the Finance Committee the books of the SCYA and/or such other documentation as may be requested for review.
- f. Prepare, present, and transmit an annual budget for the SCYA and all required governmental reports and filings.
- g. Supervise the collection of all funds due to the SCYA and the pricing of all items offered or sold by the SCYA.
- h. Lead and supervise the implementation of programs and activities to raise funds for the SCYA, including the solicitation of donations, advertising, gifts and bequests, upon approval of the Board.
- i. Maintain relationships with SCYA insurance and bonding agents and companies and supervise the acquisition and maintenance of insurance and bond coverage, upon approval by the Board.

**6.05 The Baseball Program Director and Softball Program Director for each respective program shall:**

- a. Supervise the process of finding sufficient numbers of Head Coaches for each season of play and obtain approval of Head and Assistant Coaches by the Board.
- b. Supervise all skill assessments and distribution of participants/drafts among program age groups and teams and maintain any listing of eligible players not assigned to teams who may be available as replacement players.
- c. In coordination with the other Program Director and Secretary, establish equitable field usage schedules for all programs and program age groups.
- d. Supervise the development of playing and practice schedules, determination of equipment needs, and recommendations of playing age and rule changes.
- e. Supervise the day-to-day operation of each playing season.
- f. Coordinate with the umpire assigner to assure all home games for age groups 10U through 18U are assigned umpires and that all umpires are canceled for all home games that are rained out/canceled.
- g. Coordinate with officers and trustees to develop, schedule and supervise SCYA training clinics and programs for players and coaches as approved by the Board.
- h. Organize and supervise a physical inventory of all team, field and other equipment, uniforms and supplies after the last season of each year. Recommend levels and amounts necessary to be purchased for the following year to the Equipment/Purchasing Director or their designee.
- i. Organize and supervise all storage facilities of the SCYA.
- j. Supervise the distribution, collection and repair or replacement of team and SCYA equipment, and supplies before, during and after each playing season. Maintain records of all distributed equipment and keys assigned to persons/teams responsible for its return in good condition. Set and communicate a date for the return of all equipment and keys upon completion of a season.

**6.06 The Sponsorships Director shall:**

- a. Develop and supervise the implementation of programs and activities to raise funds for the SCYA, including the solicitation of sponsorships, donations, advertising, gifts and bequests, upon approval of the Board.
- b. Develop, review, and recommend the policy regarding fundraising for Board approval.
- c. Develop, organize, and supervise the creation, purchasing, distribution, and posting of all SCYA sponsorship banners, upon approval by the Board.
- d. Coordinate with the President as the secondary liaison with all major sponsors and be the chief liaison with all other sponsors.
- e. Coordinate with the Treasurer to assure all funds are received, recorded and deposited into bank accounts appropriately.

**6.07 The Public Relations/Special Events Director shall:**

- a. Develop, organize, and supervise the development and maintenance of SCYA internet and worldwide web services and materials, such as the SCYA Facebook and website.
- b. Develop, organize, and supervise the publication and distribution of all SCYA brochures, newsletters, posters, signs and general mailing materials, as approved by the Board.
- c. Publicize all SCYA activities and events.
- d. Organize and supervise SCYA special activities and events approved by the Board, such as Photo Days, Hit-A-Thon, and parades. Recruit volunteers to help with these.

**6.08 Concessions Director**

- a. Develop and recommend the process for the administration, implementation, staffing, and operation of all League concession activities for approval by the Board.
- b. Organize and supervise the implementation and operation of all concession activities of the League.
- c. Supervise the acquisition, placement, maintenance and repair of all concession facilities, equipment and supplies.
- d. Supervise the process of finding sufficient personnel to operate concession activities for each season of play.
- e. Supervise the day-to-day operation of concession services at all applicable venues.

**6.09 Equipment/Purchasing Director**

- a. Develop and supervise the relationships with any/all equipment, uniform, award, publication and supply vendors. Maintain and distribute listings of approved vendors and pricing plans.
- b. Develop, recommend, maintain and distribute listings of standards for equipment, uniforms, awards and supplies. Organize and supervise the solicitation of bids, quotations, contracts and accounts as needed by the League, presenting recommendations to the Board for approval.
- c. Order and supervise the receipt of all equipment, uniforms, awards, game and annual supplies; supervise the printing of League materials.
- d. Organize and supervise a physical inventory of all team, field and other equipment, uniforms and supplies after the last season of each year. Recommend levels and amounts necessary to be purchased for the following year.
- e. Organize and supervise all storage facilities of the League.

f. Supervise the distribution, collection and repair or replacement of team and League equipment, and supplies before, during and after each playing season. Maintain records of all outstanding equipment and the persons, teams and/or leagues responsible for its return.

#### **6.10 Registration Director**

- a. Lead and supervise the registration of players/participants and coaches.
- b. Develop and supervise the publication and distribution of all registration materials needed, as approved by the Board.
- c. Develop, organize, and supervise all regular and late in-person registration sessions, including receipt of all registration materials and the recording and deposit of all fees.
- d. Develop, organize, and supervise all one-line registrations.
- e. Maintain listings of players/participants and coaches.
- f. Recruit volunteers to help with these and any other player/participant registration duties.
- g. Coordinate with Public Relations/Special Events Director to advertise in-person registration sessions and on-line registrations.

#### **6.11 Volunteers Director**

- a. Maintain an up-to-date list of potential volunteers, including contact information and areas of interest or availability, and regularly communicate with these potential volunteers regarding opportunities, expectations, and schedules.
- b. Actively recruit volunteers.
- c. Schedule concession stand volunteers, coordinating with the Concessions Director.
- d. Organize, schedule, and supervise volunteers for special events, including but not limited to the annual Hit-A-Thon fundraiser, coordinating with the Public Relations/Special Events Director.
- e. Serve as the primary point of contact for volunteers during special events.
- f. Notify volunteers of any changes to schedules or responsibilities.
- g. Ensure volunteers fee supported and appreciated.
- h. Coordinate volunteer appreciation efforts, such as thank you notes, recognition events, or awards.

#### **6.12 Umpire Director**

- a. Establish a process to secure and maintain a list of a sufficient number of umpires to umpire SCYA home games for each season.
- b. Assign umpires for all home games for each season including regularly scheduled games, make-up games, and league tournament games. Keep an accurate record of all games worked by the umpires.
- c. Confirm and verify prior to games that the scheduled umpire will be able to umpire their assigned game. If the assigned umpire cannot umpire their assigned game, secure another umpire or if not able to, communicate with the home head coach so that they may secure a volunteer/parent to perform the umpiring duties before the game.
- c. Manage the day-to-day operation of the umpire program for each season.
- d. Recommend umpire fees for each season for Board approval.
- e. Report to the Board on any issues with an umpire(s).
- f. Provide any recommendations to the Rules Committee for consideration.

**6.13** In addition to specific duties of officers and trustees described herein, all officers and trustees shall:

- a.** Provide regular reports to the Board summarizing the status of the programs and staff efforts under their areas of responsibility, needs and concerns, and actions needed by the Board.
- b.** Provide, in a timely manner, all information requested by officers, trustees, committees and other persons which is necessary to complete their tasks.
- c.** Transmit all records to any person elected to succeed him or her in that office.
- d.** Perform all other duties assigned by the Board.

#### **ARTICLE 7 - STANDING COMMITTEES**

**7.01 Executive Committee.** The Executive Committee shall be chaired by the President and consist of the President, Secretary, Treasurer, Baseball Program Director, and Softball Program Director. If the Vice President is a Trustee other than those listed above, the Vice President shall also be a member. The Executive Committee shall represent the SCYA between meetings of the Board and shall have the power to make decisions for the SCYA by a majority vote of all members, in matters that the Executive Committee believes should not be postponed until the next meeting of the Board.

**7.02 Finance Committee.** The Finance Committee shall be chaired by the Treasurer and consist of the Treasurer, President, Sponsorships Director, and the Equipment/Purchasing Director. If the Vice President is a Trustee other than those listed above, the Vice President shall also be a member. The Finance Committee shall prepare and present an annual budget for the SCYA to the Board for approval; shall be charged with reviewing the books, records and financial activities of the SCYA on at least an annual basis; shall oversee and assist with all fund-raising activities on behalf of the SCYA; shall oversee and assist with the pricing of all items offered or sold by the SCYA; and, at the request of the Treasurer, shall assist with the collection and handling of SCYA funds.

**7.03 Rules Committee.** The Rules Committee shall be chaired by the Secretary and consist of the Secretary, President, Baseball Program Director, Softball Program Director, and Umpire Director. If the Vice President is a Trustee other than those listed above, the Vice President shall also be a member. The Rules Committee shall meet at least annually to review current playing age divisions; player/participant play-up rules; team/player drafting rules; and to recommend any playing rules changes to the baseball and/or softball program or league that the SCYA participates. Proposed SCYA rule changes must be approved by the Board.

#### **ARTICLE 8 - SPECIAL COMMITTEES**

Special Committees may be appointed by the President for such purposes deemed necessary. Committee duties, authority, responsibilities and term of service shall be outlined at the time of the appointment. The term of service of any such committee may be shortened, lengthened or terminated by the Board.

**ARTICLE 9 - ROBERTS RULES**

The rules contained in the most current edition of "Robert's Rules of Order", in the possession of the Secretary, shall govern all SCYA meetings, meetings of the Board and SCYA Committees in all cases in which they are applicable and not inconsistent with these By-Laws or any special rules of order the SCYA shall adopt.

**ARTICLE 10 -AMENDMENTS**

These By-Laws may be amended by two-thirds vote of the Board at any regular meeting or special meeting of the Board called for that purpose, provided that notification of this purpose is provided to the Trustees at least 10 days in advance of the date of such meeting.